



Focus

Vessel Reports to Ecology - *Washington's Reporting Requirements* -

Dry cargo, passenger and fishing (C&P) vessels, 300 gross tons or more (gross **regulatory** tons for U.S. fishing vessels) that operate in Washington state waters are required to submit the following reports to the Washington State Department of Ecology (Ecology).

Advance Notice of Entry

What is it? A report notifying Ecology that a regulated vessel will enter Washington waters.

When to submit. At least 24 hours prior to arriving in Washington waters. Owners/operators of vessels operating within the state should contact Ecology for information on reporting requirements.

To whom? Ecology's Olympia office fax at 800-664-9184 (toll-free) or (360) 407-7288. (Note: 800 fax numbers do not normally work from vessels at sea.)

Content. IMO Standard notification plus next port of call, intent to bunker, and Washington State contingency plan identification.

Other notes. This requirement is similar to an **Advance Notice of Arrival** required by the U.S. Coast Guard. A vessel that has submitted a complete Advance Notice of Arrival to the U.S. Coast Guard or to the Canada/U.S. Cooperative Vessel Traffic Service (VTS) does not have to submit an additional notice to Ecology. Required radio reports to VTS when operating in the VTS coverage area do **not** constitute an Advance Notice of Entry or Arrival. Columbia River arrival information is supplied to Ecology via the Merchants Exchange.

Safety Report

What is it? Safety Reports help Ecology determine if any further corrective actions need to be undertaken by a vessel experiencing the following conditions:

- Any abnormality or malfunction of steering, propulsion or safety systems, or of navigation systems required by federal or international law or regulation;

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- A breach of the hull or the integrity of a cargo or bunker tank that causes or may cause an oil spill or loss of stability;
 - Damage from a fire or explosion;
 - An incomplete engineering or deck complement under United States law or regulation or under the requirements of the vessel's country of registry; or
 - Any condition that could adversely affect the safety of a vessel, bridge, shore area, or the environment.

When to submit. Normally, a Safety Report will accompany an Advance Notice of Entry (ANE) submitted by a vessel at least 24 hours prior to arriving in Washington waters. **Immediate notification is required if the condition is discovered after submitting an ANE.** A written Safety Report must then be submitted to Ecology within the next 48 hours.

To whom? Ecology's Olympia office fax at 800-664-9184 (toll-free) or (360) 407-7288. For immediate notification by phone after submitting an ANE, call (360) 407-7455 (24-hour phone). (Note: 800 fax numbers do not normally work from vessels at sea.)

Content. A description of the condition and steps being taken or planned to correct or compensate for the condition.

Event Report

What is it? Event Reports are collected to ensure the vessel owner or operator has taken steps to investigate and prevent recurrence of an event. Event Reports are required for the following:

- Collision, allision¹, or grounding;
- Near-miss incident²;
- Marine casualty³;
- Disabled vessel⁴; and
- Spill of oil.

When to submit. Within 30 days of the event, or sooner upon request.

To whom? Ecology's Olympia office fax at 800-664-9184 (toll-free) or (360) 407-7288. (Note: 800 fax numbers do not normally work from vessels at sea.)

Content. Description of event, including date, time, location, weather, operation under way at the time, other involved vessels or facilities, type of oil and quantity spilled, quantity of spilled oil recovered, government agencies notified, analysis of cause and contributing factors, and prevention measures undertaken to avoid recurrence.

Other notes. C&P vessels must report events occurring in **Washington waters**, including the Columbia River. Tank vessels participating in Washington state's Voluntary Best Achievable Protection Program also report events occurring in Washington state waters. If it contains all the information required by Washington, a copy of a completed U.S. Coast Guard Form 2692 may be submitted to satisfy the Event Report requirement.

How to obtain sample reporting forms

Sample Advance Notice of Entry, Safety Report, and Event Report forms are available through:

Main Office: Department of Ecology Spill Prevention Section P.O. Box 47600 Olympia, WA 98504-7600 (360)407-7455 (360)407-7288 fax 1-800-664-9184 fax	Columbia River Marine Safety Field Office: Department of Ecology 811 SW 6th Avenue 8th Floor Portland, OR 97204 (503)229-6103 (503)229-6954 fax	Puget Sound Marine Safety Field Office: Department of Ecology 811 First Avenue Suite 218 Seattle, WA 98104 (206)389-2431 (206)587-5196 fax
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To get these forms electronically or submit them online, look under "Prevention" on the Ecology's Web site at <http://www.ecy.wa.gov/programs/spills/spills.html>

Please call the above offices if you have questions regarding Advance Notice of Entry, Safety or Event reports. Details of Washington's vessel reporting requirements are in Chapter 317-31, Washington Administrative Code (WAC), and in *Washington State's Voluntary BAP Program for Tankers* (WDOE Pub. #00-08-020). These items can also be accessed through the above Web site.

¹The act of striking or the collision of a moving vessel against a stationary object.

²A **near-miss incident** is an incident in which a pilot, master, or other person in charge of navigating a vessel successfully takes action of a non-routine nature to avoid a collision with another ship, structure, or aid to navigation, or grounding of the vessel, or damage to the environment.

³A **marine casualty** includes:

- An unintended grounding or an unintended strike of (allision with) a bridge;
- An intended grounding or an intended strike of a bridge that creates a hazard to navigation, the environment, or the safety of a vessel;
- A loss of main propulsion, primary steering, or any associated component or control system that reduces the maneuverability of the vessel;
- An occurrence materially and adversely affecting the vessel's seaworthiness or fitness for service or route, including but not limited to fire, flooding, or failure of or damage to fixed fire-extinguishing systems, life-saving equipment, auxiliary power-generating equipment, or bilge-pumping systems; and
- An occurrence causing property damage (including restorative labor and materials) in excess of \$25,000 (excluding the cost of salvage, cleaning, gas-freeing, drydocking, or demurrage).

⁴A **disabled vessel** is a vessel that has:

- Suffered an accidental or intentional grounding;
- Suffered a total or partial failure of its main propulsion or primary steering, or any component or control system that reduced its maneuvering capabilities;
- Had its seaworthiness or fitness for service adversely affected by any cause, including, but not limited to, fire, flooding or collision;
- Been subject to any other occurrence that created the possibility of an oil spill, or an occurrence that resulted in a spill; or,
- In the case of a barge, had its towing mechanism disabled, or its towboat disabled as stated above.

If you have special accommodation needs, contact Mariann Cook Andrews at (360) 407-7211 (voice) or (360) 407-6006 (TDD).